

SIGNATURE AUTHORITY

The following thresholds apply to operating and capital expenditures subject to the appropriation as set by the Idaho Legislature. Purchase requisitions must be routed through IDPR's Senior Purchasing Agent pursuant to IDPR's purchasing policy. Expenditures and obligations for Trustee & Benefit appropriations are subject to the approval of the Park and Recreation Board or Director pursuant to grant guidelines established by the State & Federal Aid Manager.

Position Title	Purchasing Threshold	Operating	Capital	P-Card Approver
Director	Greater than \$25,000	X	X	X
Division Administrators				
• Management Services	Greater than \$25,000	X	X	X
• Operations Division	Greater than \$25,000	X	X	X
Development Bureau Chief	Less than \$25,000	X		
Development Bureau Chief	Greater than \$25,000		X	X
Fiscal Officer	Less Than \$25,000	X	X	X
State & Federal Aid Manager	Less Than \$25,000	X	X	X
Outdoor Recreation Data Center Manager	Less Than \$25,000	X	X	X
Trails/Waterways Program Manager	Less Than \$25,000	X	X	X
South/North/East Region Field Manager	Less Than \$25,000	X	X	X
MIS Manager	Less Than \$25,000	X	X	X
State & Federal Aid Manager	Less Than \$25,000	X	X	X
Park Managers	Less than \$5,000	X		X
Engineer	Less than \$5,000	X	X	X
Motorized/Non-Motorized Boating Program Manager	Less than \$5,000	X	X	X
Registration/Accounting Manager	Less than \$5,000	X		
Senior Buyer	Less than \$5,000	X		
Human Resource Officer	Less than \$5,000	X	X	X
Park Assistant Managers	Less than \$1,500	X		X